



**STAFF:** Supervisor: Rebecca Learnard  
Program Director: Amber Michon  
Leaders: Mickenzie Zadworny, MacKenzie Marvin,  
Sarah Bloomgarden, & Elizabeth Manser  
Jr. Leaders: Mia Skowron, Jordan Vandergrift, & Sam Buhl

**SESSION 1 DATES:** June 25th – July 6th (no program on Wednesday July 4th)  
**TIME:** 8:30 am– 12:00 pm, Monday - Friday  
**LOCATION:** Arcanum Field, Bridge Road, Florence, MA

### **PARENTS AND PARTICIPANTS!**

Welcome to the Northampton Parks & Recreation Department's 28th year of our Safety Village Program! As your session is about to begin, please read through the following information for details regarding your child's participation. Each day is filled with presenters, arts and crafts projects, singing, and we will ride and walk through the village most days! Your child has already been assigned to one of four groups, each one designated by leader name and color (red, green, yellow, or blue) which they will stay in for the two weeks. Participants will receive a "Safety Village" shirt they will be asked to wear at graduation and a name tag they will be asked to wear daily. If you have any questions, please call the Parks & Recreation Department at 587-1040 or email [recreation@northamptonma.gov](mailto:recreation@northamptonma.gov). We are looking forward to having a fantastic, fun, and safe summer!

### **RAINSITE:**

In the event of rain starting during the day, our group uses the pavilion at Arcanum Field. If it is raining steadily in the morning, please bring your child to our rainsite, Leeds Elementary School, where they can stay for the remainder of the morning. A staff person will direct you to the exact location. If you are unsure of the site that morning, call the department's hotline at 587-1044 or visit our website at [www.northamptonma.gov/recreation](http://www.northamptonma.gov/recreation) and click on cancellations /changes.

### **IMMUNIZATION RECORDS:**

We need to keep immunization and physical records for all summer participants on file. Please bring a copy of your child's records to the Parks & Recreation Department before the beginning of the sessions that you have signed up for. (Usually, your child's pediatrician's office can run a copy if you ask)

You may get a copy to the Parks & Recreation Department by the following options:

- A) Bringing us a copy during office hours, 8:30am - 4:30 pm
- B) Dropping it off at the Parks & Recreation Department after hours in the mail slot in the door
- C) Faxing it to 413-587-1045
- D) Scan and email it to [recreation@northamptonma.gov](mailto:recreation@northamptonma.gov)

### **MEETING AREA:**

For your child's safety we ask that parents abide by the following drop-off/pick-up procedures.

- A. Park cars in the lot next to the big green building at Arcanum field. Walk the children over to the staff at the pavilion when you arrive.
- B. When you arrive to pick up your child, please do not approach the groups until they are at their pick-up area which will be designated on the first day. Please make sure to check in with a staff member each day.
- C. Please be aware that it is mandatory to sign your child out each day with their counselor.
- D. If someone other than the parent/guardian is picking up, please provide a note to the counselor.

## FIRST DAY JITTERS:

We understand that this is some children's first experience with an organized program. We anticipate that some children may be nervous and hesitant but please be assured that we will help with the transition.



## SPECIAL ARRANGEMENTS and MEDICATIONS:

### Medical Conditions

All medication prescribed for participants shall be kept in original containers bearing the pharmacy label which shows the prescription number, date filled, name of medication, and directions for use. All other over the counter medications for the participant shall be kept in the original containers containing the original label.

There must be written permission from the parent/guardian. The Program Director, Amber Michon, should hold onto your child's medications. One the first day of the program, please give the daily medication with an explanation of when to administer, etc. It is imperative, that if your child suffers from asthma or is allergic to bees or anything else, that we be informed.

### Epi-Pen

All program supervisors are certified in administering an epi-pen. If your child has a severe allergy and requires carrying an epi-pen, then please address the Director of the program on the first day of your child's session.

### Special Arrangements

If there are any specific medical concerns we should know about your child (medical problems, allergies, etc.), please write this information down on the registration form for our Recreation Leaders!

## SNACKS:

**We do not allow any snacks to be brought to the program.** A snack will be provided and served to your child each morning. If your child has a food allergy, please call the Parks & Recreation Dept. to discuss snacks for your child and tell a staff person the first day of the program. Water will always be available at the site, however it is recommended that your child bring a water bottle each day.

## LATE/EARLY FEE:

A supervision fee will be imposed for any child who is picked up late or dropped off too early. A ten minute grace period will be extended. **Following this time a fee will be assessed.** First time offenders will be warned and the fee will be assessed only for repeated incidents. The fee will be \$5.00 for every ten minutes of waiting time. The fee must be paid within 48 hours of the incident. Failure to do so will result in the suspension of the participant until paid. We understand sometimes incidents such as traffic, etc. occur. Please try to call the office to let them know if you are late. Chronic lateness may result in suspension from programs. The Police Department will be notified if your child is not picked up within an hour of the scheduled time and no call has been received.

## TOBACCO USE:

Our policy is that tobacco use is absolutely prohibited in all areas where children are present.

## WHAT TO BRING EACH DAY:

T-shirts, shorts, socks and sneakers will prepare your children for any activity. Sandals or flip-flops ARE NOT RECOMMENDED!!! Please bring the following each day:

- a) Water Bottle
- b) Bike Helmet with name printed on it
  - We provide the bikes with training wheels. Bikes from home are NOT allowed
- c) Comfortable, weather appropriate clothing

If you have any further questions, please call us at the Parks & Recreation Department at 587-1040 or email us at [recreation@northamptonma.gov](mailto:recreation@northamptonma.gov).

## ***SCHEDULE -SESSION 1***

Please remember to bring a bike helmet (labeled with the child's name) each day that we are outside. Bikes with training wheels will be provided. A water bottle is also recommended.

**Monday, June 25 - Opening day and National Grid** - Participants will be introduced to the program and get a tour of the village. Before riding bikes each group will go over rules and make sure helmets are fitted correctly. A representative from National Grid will talk about the importance of electrical safety through "Hazard Hamlet", an electrical hazard stimulator. They will also bring their bucket truck to show to the children. Children may get to sit in the truck's bucket.

**Tuesday, June 26 - State Police** - A representative from the Massachusetts State Police Dispatch will come to speak with the children about what happens when you dial 911, along with when you should and should not call 911. The children may even get to help make a practice phone call to 911 to see how fast an officer will come when a call is made!

**Wednesday, June 27 - Animal Control** - Northampton's Animal Control Officer will come to discuss safety tips about animals including how to act around dogs and cats, typical behaviors for these animals, and what to do if you see an injured animal that is not your own. The Officer will also touch on wild animals that the child might encounter.

**Thursday, June 28 - Hospital** - A representative from Baystate Children's Hospital's Child Life Department will discuss visits to the hospital, what to expect while at a hospital, along with what a Child Life Specialist does in the hospital. Some general safety guidelines will be discussed.

**Friday, June 29 - Service Animals** - Joseph Ross is a veteran who served in the US Army for 18 years, separating at the rank of Staff Sergeant. His service dog, Monroe, is a five year old black lab that was trained at NEADS (National Education for Assistant Dog Services) before being placed with Joe in 2014. Joe and Monroe will visit Safety Village to discuss service dogs, why someone might have one, and what their duties might consist of.

**Monday, July 2 - Northampton Police Department** - A representative from the Northampton Police Department will come to speak with the children about how to recognize a police officer and police officer duties. They will get to learn about some of the police officers tools, and may even get to sit inside of a real police car!

**Tuesday, July 3 - Personal Safety** - The Northwestern District Attorney's Office representative will speak to the children about good touch/bad touch, strangers, feelings, and physical and sexual abuse. This presentation is taught in a way that is age appropriate and very professional.

**Wednesday, July 4 - No Program Today - Happy Independence Day!**

**Thursday, July 5 - Fire Safety/Ambulance** - The Northampton Fire Department "EMT" crew will come to teach the children about fire safety and what to do in case of a fire. The children will get to learn about the equipment that a firefighter uses, and see what a firefighter would look like dressed up in their uniform. All children will be able to sit in the fire truck and get their pictures taken. An ambulance will also be brought to Safety Village for the children to see. The children will talk about what it would be like to ride in an ambulance if they are ever involved in an accident. The children will be shown all the equipment needed on an ambulance and may even get to go inside!

**Friday, July 6- Graduation Day!** - This is the last day of camp and also Graduation Day! The children and our wonderful staff will provide a ceremony for parents and friends to showcase what they have learned over their two weeks at camp.

Parents and friends are invited to Safety Village Graduation at **11:30a.m. on Friday, July 6th**.  
Bring your camera and make sure your child wears their program shirt today!

***Thank you! I hope you and your child are looking forward to Safety Village as much as we are!***

Sincerely,

Amber Michon  
Program Director

